

*Chrono*

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26 March 1965

MEMORANDUM FOR: Fine Arts Commission

SUBJECT: Meeting of 2 April 1965

1. This note confirms a meeting of the FAC for Friday, 2 April, although this will be at 2:30 pm in the Chairman's office rather than in the morning as was earlier proposed.

STAT 2. The principal purpose of this meeting is to consider plans which [ ] of ISD will present. In addition I would like to request that you be prepared to express your views on the following items:

a. Trash disposal cans. Please note in the Paris elevator core three trash disposal cans, all black. The one with the round top was purchased for testing for \$48. One of the other two has been painted flat black and the other with a slight sheen comparable to the recently purchased can. It is proposed that the FAC endorse the latter, i.e., the standard trash can painted with the semi-gloss finish as against the flat black.

STAT b. Please notice the prototype sign as standard in the main entrance to the building. This prototype is proposed by [ ] to be used throughout the building. Your criticism of this prototype is sought.

c. Memo to newly redecorated offices. Attached is a draft memo which would be issued by appropriate authority to the heads of offices which have been newly decorated. Your criticism of this memo or your alternate suggestions would be appreciated.

d. Discussion of the report on new methods of map mounting. This report dated 24 March has been distributed to you.

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3. In connection with the discussion of contemporary furniture it is suggested that you visit either the office of the DDS&T or of BPAM (Room 6E60 or 6E08, respectively). Please note the sizes of the lounge chairs as opposed to the size of the sofas.

4. Would you also please make a visit to the foyer of the auditorium and note the two new pictures hanging there.



Chairman  
Fine Arts Commission

STAT

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